

FIRE CAPTAIN

(Promotional Class)

DISTINGUISHING FEATURES OF THE CLASS

This is a responsible line position involving the duties of supervision of all lower ranking employees, the administration of the day to day operations of a fire station, and training, as well as command of fire scene operations. The fire captain may also assist in fire combat and operates equipment such as aerial ladder or elevated platforms. The fire captain has primary responsibility for administering first aid. Employees of this rank perform most duties independently, with supervision from the fire chief. This class ranks directly below that of Fire Chief.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Administer the day to day operations of the fire station and supervise all lower ranking employees assigned by performing duties such as issuing orders or assigning work, collecting reports and information and issuing or transmitting orders from the chief, investigating employee complaints, writing employee evaluation reports, recommending discipline when necessary, and providing for the repair and upkeep of station and equipment, etc.

Fill out records and write reports such as fuel reports, supply requests, hose reports, fire incident reports, hydrant reports;

Formally train new personnel by conducting training in the classroom, drills, or evolutions; provide informal station or "on-the-job-training;

Answer fire alarm calls from the dispatcher; record all necessary information; communicate with radio dispatcher from emergency scene, relaying information and messages;

Operate aerial ladder and/or elevated platform equipment;

Administer first aid, including artificial respiration, administering oxygen, administering CPR, stopping or controlling bleeding, treating for shock;

Direct fire scene operation until relieved by the fire chief, attacking all four classes of fires utilizing the proper extinguishing agent and making all other decisions on fire

attack; look for, protect, and preserve any evidence of arson;

Drive fire vehicles and operate fire equipment when necessary;
Perform related duties as assigned.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements must be met before admission to examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and being a qualified elector of the State of Louisiana.

At the time of application closing date for examination, must be a regular and permanent employee in the class of Firefighter/Operator.

After offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

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